

Governing Board Commendation Program

The following regulations will be followed in determining recognition awards to be presented by the Governing Board:

1. Any Board member or school employee may suggest the name of an individual/organization to the Assistant to the Superintendent for Board recognition.
2. The Assistant to the Superintendent shall prepare a background information paper, which shall include the following information:
 - a. Name of the individual/organization suggested for recognition.
 - b. The level of recognition recommended:
 - (1) Board Commendation: (At Board meeting) for providing the district or community with special assistance or recognition.
 - (2) Certificate of Merit: (At Board meeting) for providing the district with unusual or long-term assistance.
 - (3) Board Resolution: (At Board meeting) for distinguished service to children and youth in the field of education.
 - (4) Letter of Appreciation: Written at the direction of Board President or Superintendent to recognize employee contributions/achievements. (Does not require Board approval.)
 - c. Area of achievement/contribution described.
 - d. Pertinent background comments.
3. The background information paper shall be presented to the Board president for approval.
4. Upon approval, the Assistant to the Superintendent shall make all necessary arrangements for Board commendation of the individual or organization.
5. All other forms of recognition and/or acknowledgment for services rendered or achievement are to be handled by the principal as part of a school-level commendation and recognition program.

Regulation FRESNO UNIFIED SCHOOL DISTRICT

approved: November 26, 1991 Fresno, California